

Minutes from the Concordia Council on Student Life Meeting Held on January 17, 2014 AD-210 10:00 A.M.

Present: Mr. Andrew Woodall (Chair), Ms. Lisa Fortin (Secretary), Mr. Bradley Tucker, Ms. Lisa Ostiguy, Mr. Patrick Boivin, Mr. Howard Magonet, Ms. Brigitte St-Laurent, Ms. Melanie Drew, Ms. Stephanie Sarik, Ms. Nadine Montour, Ms. Anna Barrafato, Dr. Cameron Skinner, Ms. Crystal Harrison, Ms. Alanna Stacey, Ms. Hannah Hackney, Ms. Yoko Yanagimura, Mr. David Thirlwall, Mr. Daniel Houde, Ms. Lorraine Toscano, Mr. Brad Skog, Mr. Jacques Lachance, Ms. Tanya Poletti.

Absent with Regrets: Mr. Brad Nelson, Ms. Katrina Caruso, Mr. Justin Occhionero, Mr. Vignesh Shankar, Ms. Claudie Boujaklian, Ms. Jenessa Speed, Ms. Marie-Josée Allard.

Absent: Ms. Reenaben Patel, Ms. Elizabeth White, Ms. Sharon Hunter

1. Approval of the Agenda

The Chair called the meeting to order at 10:05 A.M., highlighting that under item 4 on the agenda, Business arising from the Minutes of November 22, 2013, council would be discussing the new proposal from Space and the Chair would provide an update on the Hive Café and l'Organe. Mr. Woodall also noted that the Ms. Ashworth from Housing and Job Bank would be presenting the budget, as well as Mr. Tucker and Mr. Boivin for Student Services and Recreation & Athletics.

Ms. Drew moved to approve the agenda, seconded by Ms. Harrison.

The motion passed unanimously.

2. Remarks from the Chair

The Chair was pleased to announce that the skating rink at Loyola Campus would be up and running shortly. He highlighted that the rink was due to the tenacity and commitment of one student who worked with many departments to make it happen. He noted that they were working on protocol and some final steps, and that the rink would be ready shortly. Mr. Woodall also highlighted that the rink adds to the quality of student life at Concordia University and is a wonderful opportunity for students. He announced that construction would begin on the 21st of January. Mr. Boivin stated that Recreation & Athletics had sent out an email about the rink, and that it was a good program to add to the University even if it is only a moderate success, and that the Department could look into for the next year and for years to come.

The Chair noted that the Alumni Holiday Supper held in December was a successful and enjoyable event. He also reported that the CSU and the Dean of Students Office

Engagement Fair was a successful first partnership between the group and the office. The Fair focused on concrete opportunities for students to become engaged in the University, with attendance from Student Services, various Departments, and Student Clubs. He observed that while the turnout had been small, it was a successful event with many pleased participants. He stated that the CSU and the Dean's Office would debrief and look at how to encourage higher levels of participation in the following year.

Mr. Woodall reported that the Counselling and Development Welcome Meet and Greet for new students in January had a large turnout. He also reported that the Re-discover Fair, in the LB atrium, was on January 21st. The event put on by Counselling and Development, and Student Services, aimed to allow students to "re-discover" the various services available to students paid through their fees and levies.

The Chair noted that the Engineering and Computer Science Career Fair would be held on January 28 and 29, and encouraged Council to get the word out to students regarding the deadline of January 29th for the Small Grants Program.

Mr. Woodall also announced that on January 30th the CSU and Multi-faith Chaplaincy were holding a Faith Fair. The Fair would feature a faith panel and discuss the positive role that faith can have in people's daily lives. The fair was a direct result of a meeting between Mr. Woodall, Ms. Ostiguy, and Ms. Hummel, and the President, and leaders of faith groups on Campus to get feedback on the Quebec Charter of Values. The Chair noted that he would let Council know the exact location of the event.

The Chair noted that January 31st started the Year of the Horse, with the Mental Wellness Fair on February 12 in the EV lobby. The Fair would focus on issues surrounding mental health and prevention, and was a collaboration between the CSU and Student Service departments. He also reported that February 7th was the deadline for CCSL Special Projects submissions, and February 14th for the CCSL Outstanding Contribution Awards and Concordia Volunteer Recognition Awards. Observing it was an excellent opportunity for those who do good things to be recognized, he encouraged Council members to spread the word to students and Faculty.

Ms. Barrafato announced that on February 11th, the Access Centre for Students with Disabilities would be hosting panel presentations for front line staff, and February 13th, for professors, on best practices and tools on how to respond to the needs of students with mental health concerns.

Ms. Harrison reported that the CSU, in collaboration with the Concordia Food Coalition and Concordia Greenhouse, would be hosting a conference on February 8th on the 7th floor of the Hall building. The conference would feature panelists with a focus on urban agriculture, alternative economics and the massive potential of

change within the Concordia food systems. The suggested donation was \$5 and free for volunteers, with the goal of the conference to be accessible to all students.

Mr. Skog, encouraged Council to look at the Alumni and Awards website as there were a number of upcoming events and help for students.

4. Business arising from the Minutes of November 22, 2013

Referring to the meeting from November 22, 2013, Mr. Woodall reiterated that CCSL had allocated Space Concordia \$15,000 for Consat I. The group came back to CCSL shortly after the decision had been made to report that they had paid off the majority of Consat I with other funding and had used \$1,500 of the funding from CCSL. Space Concordia made a request to CCSL to use the remaining \$13,500 for other areas where funding was needed, and were asked by Council to submit a new proposal. The proposal asked that the remaining \$13,500 be divided between three projects: Rocketry, Robotics, and Consat II. Mr. Woodall asked the Council for their insights.

Dr. Skinner noted that he was in agreement with the allotment and commended the group for their forthrightness. Ms. St-Laurent was in agreement, noting that the money had already been approved and that they simply wanted to distribute it differently.

Ms. Harrison moved to allow Space Concordia to re-allocate the remaining \$13,500 to the projects in the proposal. Ms. Drew seconded the motion.

The motion passed unanimously.

Providing an update on the l'Organe, the French magazine discussed in the November meeting, the Chair reported that he had worked with Ms. Wheeler of the CSU in drawing up a motion for the Board of Governors to suspend the fee levy for three (3) terms of the 2013-2014 calendar year. The Chair will work with the CSU and any students who demonstrate an interest in reviving the publication over the course of the 2014 calendar year. The last student to be involved with the magazine had confirmed that the money had been transferred and indicated his willingness to assist. Mr. Woodall confirmed that the Board of Governors had approved the suspension.

The Chair also updated Council on the progress of the Hive Café reminding the members that CCSL had allocated funds based on amounts not collected by the Hive project over the previous years. He had met with Mr. Prunty and Ms. Harrison to discuss the mandate and composition of the advisory committee. The advisory committee parameters were sent to Mr. Skog to see if any alumni were interested. Ms. Harrison reported that Mario from Café Santropol and the manager of Café St. Henri are on the committee, and that the project was coming together nicely.

5. Reports and Items of Information

5.1 HoJo: 2012-2013 Annual Report and Year-End Budget Statement

Mr. Woodall introduced Leanne Ashworth, the coordinator of the Housing and Job Bank for the CSU, who went over the budget, and provided an overview of the highlights of what HoJo achieved in the previous year. Ms. Ashworth reported that those seeking assistance were very diverse and included international and out of province students, large numbers of Anglophones and Allophones, and visible minorities. She stated that HoJo's aim was to equip students with the information they need to help them tailor their housing search as well as to empower them with knowledge and educate them on the rental laws in Quebec.

She also reported the challenge they faced in assisting newly arrived students with varying levels of English. HoJo has had to change the way they work to accommodate this reality.

Ms. Ashworth reported that HoJo organized two Know Your Rights information sessions in Mandarin and English in response to problems with student housing for Chinese students. The Concordia Chinese Student Association volunteered their time with the workshops having approximately 20 participants. The workshops were promoted to Continuing Education students, International students, Student Associations, and the Graduate Student Association.

She also reported that as of Fall 2013, HoJo can provide full services to graduate students. In addition, HoJo has issued two surveys-one asking students about what they know about the rules and regulations regarding renting in Quebec, and another aimed at homestay students' concerns and questions.

Ms. Ashworth stated that the long-term priorities of the Housing and Job Bank were to develop and maintain ties with other departments, services, and groups and to develop more effective outreach tools for international and out of province students providing them with information before they arrive.

Ms. St-Laurent shared that the ISO is very happy with its collaboration with HoJo and moved to accept the 2012-2013 HoJo Annual Report and Year-End Budget Statements. Ms. Drew seconded the motion.

The motion passed unanimously.

5.2 Student Services and Recreation & Athletics Budget Statements

Mr. Tucker distributed the "Report to CCSL Student Services Year-End Statement 2012-2013"; bringing Council's attention to the "Student Services Budget 2012-2015", reporting that every three years the Student Service Sector goes through a budget process. Highlights of the presentation include:

- The student contribution held steady for the past 6 years at \$10.26 per credit hour while noting that the kinds of services desired and needed by students continue to increase.
- Student Services was dealing well with increasing demands on services, highlighting an increase of students with overt or hidden disabilities, and workshops that are designed to help front-line staff and faculty know what they are, recognize them and how to work with them.
- The Government grant for the sector is 78.4% per Full Time Equivalency (a slice of 30 credits that is applicable for both students who are either full time or part time status), with the remaining 21.6% going to Recreation & Athletics.
- The importance of student contributions in supporting student services.
- The Continuing Education and Health Services grants were transfers that allow for Continuing Education students and employees of the university to have access to Student Services.
- Concordia's Health Services is considered to be a model for post-secondary institutions.
- Year-end surpluses from previous years are put aside to meet potential future commitments and initiatives, and to cover rising costs.
- General Administration section represents funds earmarked to make students aware of the services available to them, such as the Get to know your Student Service Campaign.
- Sector Commitments included various expenses such as expansions and improvements to space such as the expansion of the Loyola Health Services, and the new exam center for the Access Centre for Student with Disabilities.
- It is important to keep the emerging needs of students in mind for the future budget.

Presenting the Recreation and Athletics Budget, Mr. Boivin reported that it is structured in the same way as the other service sectors budgets with both revenues and expenses. Ms. Poletti explained to Council that the allotment of 21.6% to Recreation and Athletics was due to a restructuring of the Student Services budget years ago. It was decided that Recreation and Athletics functioned differently from other Student service sectors as they have both revenues and sales. The ratio was based on the size of Student Services and Recreation and Athletics at the time.

Highlights include:

- The variance between the Government Grant of \$415,686 in the approved budget and the Year-End of \$486,354 was based on FTE being higher than originally projected
- Revenues were mainly from Le Gym, departmental at Loyola, sponsorships, rentals, and intermural sports.
- Offset costs were referee fees, and costs of logistical services of operating programs.

- The shortfall was caused by a cash flow deficiency between when the gym registration is secured in May as opposed to in April, when the university year-end is, noting that it is temporary.
- The Contribution from Repairs and Replacements is monies set aside for smaller capital expenditures such as gym equipment.
- The majority of the budget goes to staff salaries and benefits. These went up due to the signing of new Collective Agreements recently negotiated and new staff hirings.
- The R & A Other Expenses category was mainly related to the functioning of the department and expenses related to the varsity teams-travel, recruiting, and daily operational expenses.

Ms. Drew put forward a motion to accept the Student Services and Recreation & Athletics Budget Statements, seconded by Ms. Harrison.

The motion passed unanimously.

7. Next meeting

The next meeting is scheduled for March 7th, 2014 in SGW H-769 at 10:00 A.M.

8. Termination of Meeting

Ms. Harrison motioned the end of the meeting at 11:45 A.M., with Ms. Drew seconding the motion.